Highlights of the Revised Code of Sexual Ethics and Professional Conduct 2012

Episcopal Diocese of Spokane

Prologue, Theological Foundation and Baptismal Covenant– (pages 4-8) Outlines the theology that forms a foundation for the policy. It is essentially the same material as the last version.

General Definitions (pages 9-13) Important background material that clarifies terms used in the document.

Statement of Diocesan Policy (pages 14-17) States norms and expectations for relationships, training, screening and selection of employees and volunteers, transfer of employees and clergy to other dioceses and requirement to have read and understand policies and procedures.

Responses (pages 18-21) Information on how to report suspected abuse of children and vulnerable adults. Includes revisions to comply with new Title IV of the Canons of the Episcopal Church if the accused is a member of the clergy. Also lists agencies in Washington and Idaho that receive reports. This section also details pastoral care to victim, victim's family, congregation, colleagues and the accused and his/her family.

(Appendices contain some new and some revised information, including forms, interview guidelines and background check information. Some of this is drawn from model policies of the Episcopal Church.)

Appendix A – conduct for the Protection of Children and Youth (pages 22-23) States guidelines for those who work with children and youth.

Appendix B – Guidelines for Appropriate Affection (pages 24-25) States specific kinds of appropriate and inappropriate demonstrations affection toward children, youth and vulnerable adults.

Appendix C – **Monitoring and Supervision of Programs and of Pastoral Relationships** (pages 26-27) Guidelines for supervision of programs for children and for supervising pastoral relationships. This includes approval of rector or canonical equivalent.

Appendix D- Guidelines for Providing Counseling (page 28) Establishing clarity about credentials, limiting the number of sessions, maintaining insurance.

Appendix E – Behavioral Guidelines for the Prevention of Sexual Exploitation of Adults (pages 29-30) Information on creating appropriate boundaries with adults, including appropriate and inappropriate expressions of affection.

Appendix F- Sexual Harassment: Examples and Reporting Procedures (pages 31-35) Details prohibited behavior and outlines procedures for reporting such misconduct. Includes contact information for Idaho and Washington.

Appendix G- Mandated Reporters (page 36) Describes who in Washington and Idaho is required to report suspected child abuse.

Appendix H- Sample Report Form (pages 37-38) A form for reporting suspected sexual misconduct.

Appendix I- Confidential Notice of Concern for the Bishop or Intake Officer (page 39) An outline of pertinent information that should be reported when there is a concern.

Appendix J: Sample Acknowledgement Form, Code of Conduct , and Acknowledgement, Release and Signature (pages 40-44) A very complete application for those applying for church positions.

Appendix K- Specialized Questions for the Interview (pages 45-46) Some specific interview questions that focus on areas of possible misconduct.

Appendix L- Specialized Questions for References (page 47) Some specific questions that focus on possible misconduct for use in reference checks.

Appendix M- Procedure for Criminal Background Checks (pages 48-49) Expectations for background checks for clergy, employees and volunteers. Includes contact information for agencies that assist with background checks.